

Committee: Accounts, Audit and Risk Committee
Date: Wednesday 26 June 2013
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

| | |
|---|---|
| Councillor Trevor Stevens (Chairman) | Councillor Mike Kerford-Byrnes (Vice-Chairman) |
| Councillor Andrew Beere | Councillor Ray Jelf |
| Councillor Nicholas Mawer | Councillor Lawrie Stratford |
| Councillor Rose Stratford | Councillor Barry Wood |

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Minutes (Pages 1 - 6)

To confirm as correct records the Minutes of the meetings of the Committee held on 27 March 2013 and 15 May 2013.

5. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

6. Annual Governance Statement Approval (Pages 7 - 8)

Report of the Head of Finance and Procurement.

Summary

The purpose of the report is to seek approval for the Annual Governance Statement 2012/13, subject to any amendments the Committee may wish to make. The Statement will be circulated separately.

Recommendation

The Accounts, Audit and Risk Committee is recommended to:

- (1) to consider and approve the Annual Governance Statement "Subject to Audit" 2012/13.

7. Statement of Accounts Approval (Pages 9 - 108)

Report of the Head of Finance and Procurement.

Summary

The purpose of the report is for the Committee to consider and endorse the Statement of Accounts for 2012/13 (subject to audit).

Recommendations

The Accounts, Audit and Risk Committee is recommended:

- (1) to consider the Statement of Accounts.
- (2) to note the outcomes from the informal review undertaken on 20 June immediately prior to the formal meeting at 6.30pm
- (3) to recommend that the "subject to audit" Statement of Accounts approval sign off be delegated to the Chief Financial Officer for signing on or before the 30 June 2013.

8. Internal Audit Annual Report (Pages 109 - 128)

Report of Chief Internal Auditor.

Summary

This report sets out the Internal Audit Annual Report 2012/13

Recommendation

The Accounts, Audit and Risk Committee is recommended

(1) to consider and note the contents of this report.

9. External Audit Progress Update

Ernst & Young will provide a verbal update to the Committee.

10. Audit Committee Annual Report (Pages 129 - 134)

Report of Head of Finance and Procurement.

Summary

For the committee to review and approve the annual report of the Accounts, Audit and Risk committee for 2012/13 and recommend that it be presented to full Council.

Recommendation

To consider, amend or endorse this report for consideration at the next appropriate full council meeting.

11. Joint Whistle Blowing Policy (Pages 135 - 142)

Report of the Head of Finance and Procurement.

Summary

For the committee to consider a review of the joint Whistleblowing Policy for Cherwell District Council and South Northamptonshire Council which has resulted in some minor amendments to the policy.

Recommendation

For the Accounts, Audit and Risk Committee to:

(1) consider the updated Joint Whistleblowing Policy.

12. Review of Anti-Fraud Work 2012 - 13 (Pages 143 - 144)

Report of the Head of Finance and Procurement.

Summary

This report sets out the review of the Investigations Team work in 2012/13.

Recommendation

The Accounts, Audit and Risk Committee is recommended:

- (1) to consider and note the contents of this report.

13. Internal Audit Plan and Risk Assessment 2013/14 (Pages 145 - 228)

Report of Chief Internal Auditor.

Summary

For the Committee to receive the Internal Audit Risk Assessment and Plan 2013/14 and to receive and consider the New Public Sector Internal Audit Standards and Internal Audit Charter.

Recommendation

The Accounts, Audit and Risk Committee is recommended

- (1) to consider and note the contents of this report.

14. Work Programme (Pages 229 - 230)

To review and note the Committee work programme.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01327 322121 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark / Lesley Farrell, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589 /
lesley.farrell@cherwellandsouthnorthants.gov.uk, 01295 221591

Sue Smith
Chief Executive

Published on Tuesday 18 June 2013